

### Class Concept

Employees oversee and manage the activities of all ALE personnel assigned to a district or section. Employees plan, coordinate, direct and manage the activities of subordinates assigned to the district/section. Employees coordinate the law enforcement activities between ALE and other law enforcement agencies, other divisions within DPS, and court officials in matters relating to the enforcement of the Alcoholic Beverage Control, Lottery, and criminal laws. Employees assist the ALE Branch Head in developing operational procedures for enforcement staff and make recommendations on needed personnel and equipment. Employees make regular visits with local police chiefs, Sheriffs and other elected/appointed officials at the local, state, and federal level.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Thorough knowledge of modern principles and methods of investigation and law enforcement, including rules of evidence, use of technical equipment, laws of arrest, and search and seizure
- Thorough knowledge of State and Federal laws pertaining to alcoholic beverages, tobacco, and controlled substances
- Skill in supervising, coaching, mentoring, hiring and disciplining subordinate staff
- Skill in managing district/section programs, to determine the enforcement priorities of the district and assigning needed personnel to meet objectives, including undercover operations
- Skill in coordinating investigations with other law enforcement agencies
- Skill in preparing- legal pleadings as civil complaints, motions, notices, affidavits, summonses, orders, restraining orders and discovery
- Skill in communicating both orally and in writing and conveying technical information and promoting understanding of relevant issues
- Skill in using firearms and tools/equipment involved with evidence collection

#### Minimum Education and Experience

Bachelor's degree from an appropriately accredited institution, and six years of law enforcement experience in the program area that includes having the power to arrest; or an equivalent combination of education and experience.

#### Necessary Special Qualifications

Certification as a Law Enforcement Officer in accordance with the provisions of the North Carolina Criminal Justice Education & Training Standards Commission. Must have graduated from the ALE Academy or the next available Academy upon hire and meet all applicable North Carolina state statutory standards for law enforcement officers.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.